

A meeting of the Madison Area Technical College District Board was held on October 3, 2018, at Madison Area Technical College Reedsburg Campus, 300 Alexander Avenue, Reedsburg, Wisconsin.

Board members present: Kelly Crombie, Randy Guttenberg, Arlyn Halvorson, Joseph Hasler, Frances Huntley-Cooper, Ananda Mirilli, and Shawn Pfaff.

Also present: Jack E. Daniels, President; Jon Anderson, Legal Counsel; Tim Casper, Vice-President of Institutional Learning and Effectiveness; James Falco, Associate Vice-President of Regional Campuses; and Mark Thomas, Vice-President of Administrative Services and Chief Financial Officer.

Others present: Ousman Darboe, Student Representative; Steven Ansorge, Student Senate President; and Kristin Rolling, Recording Secretary.

Call to Order ^I

The meeting was duly noticed and called to order at 5:31 p.m.

Routine Business Matters ^{II}

Approval of Meeting Minutes ^{II A}

There was a motion by Mr. Crombie, seconded by Ms. Mirilli, to approve the meeting minutes of September 5, 2018, as submitted. Motion carried.

Public Comments ^{II B}

Mayor of Baraboo Mike Palm thanked Mr. Falco and Madison College for their leadership in the Latino Initiative and the opportunities it is creating for the Latino members of his community.

Student Senate President Steven Ansorge reported on the current activities and initiatives of the Student Senate.

New Business III

Communications III A

Board Chair's Report III A 1

Mr. Hasler reported that Student representative Ousman Darboe has been nominated to represent Madison College on the Association of Community College Trustees Student Advisory Committee. He also reported that Ms. Mirilli was recently elected as vice-chair the Overture Center's Community Advisory Board.

Future Meeting & Event Schedule III A 1 a

Mr. Hasler reviewed the schedule for upcoming meetings and college events, and encouraged Board members to attend.

Student Liaison Report III A 2

Mr. Darboe reported that students will continue to work with college leadership and shared governance to provide input to the Facilities Master Plan.

College/Campus Announcements III A 3

There were no college and campus announcements.

President's Report III A 4

Dr. Daniels reported that the Student Senate recently adopted a resolution, recognizing an Indigenous People's Day at Madison College. He also informed the Board that they would receive an email message tomorrow with the executive summary of the Facilities Master Plan (FMP) and web links to the full plan. Madison College staff will present the FMP at the November 7, 2018, Board meeting as an information item, with the final plan coming to the Board for approval at the December 5, 2018, Board meeting.

Mr. Falco shared information about the Northern Region as part of the President's Report. The Madison College Northern Region accounts for 56% of the district's geography and includes 17, K-12 school districts. Both Portage and Reedsburg are celebrating their 40 year anniversaries and will host open house events later in the month. Northern Region campuses offer 12 degree programs as well as continuing education and professional development opportunities, and GED and ESL classes. Instructors at the Portage campus also teach classes at the Oakhill and Columbia Correctional Institutions. Since Fall 2017, 200 people have participated in the Latino Initiative, and many are moving from ESL classes to GED programs.

Action Items III B

FY2018-19 Tax Levy III B 1

To meet budget requirements, we need to generate a tax levy for operations of \$42,640,799, which includes an increase of \$2,254,794 associated with NNC. In addition, the District would be required to make subsequent budget adjustments for FY 2018-19, as is typical practice.

To meet budget requirements, we need to generate a debt service tax levy of \$34,476,000, a debt service mill rate of 0.40612.

As the debt service mill rate for FY 2017-18 was 0.42836, the recommendation reflects a decrease in the debt service of 0.02224 mills or 5.19%. This reflects the debt service related to the 2010 referendum and implementation of the District's capital plan.

The combined operational and debt service mill rate for FY 2017-18 was 0.94179. The combined FY 2018-19 mill rate, as recommended for operations and debt service, is 0.90842.

The combined levy amount is \$77,216,449.

There was a motion by Mr. Pfaff, seconded by Mr. Guttenberg, to authorize a property tax levy for FY2018-19 of \$77,216,449 on the full value of the taxable

property of the district for the purpose of operating and maintaining the schools of the district and for the payment of debt. The levy for operations shall be \$42,640,799 and the levy for debt service shall be \$34,476,000. Motion carried.

**Proposed FY18/19 Capital remodel Project – Health Education Building,
Center for Health & Well-Being** III B 2

This remodel project will create a new first floor Wellness Center between the main office and adjacent exterior north ADA entrance. The project also includes a new second floor administrative office and conference room between the elevators and northeast monumental open stairwell.

The estimated construction cost is \$120,000

Capital equipment, including technology, instructional equipment, and furniture are not part of the construction estimates.

Construction for this project would begin November 2018, and be completed before the start of the spring 2019 academic year.

There was a motion by Ms. Mirilli, seconded by Mr. Crombie, to:

- 1. Approve the above remodel project.**
- 2. Authorize staff to prepare construction drawings & specifications and to send the above project out for competitive bids.**
- 3. Authorize staff to submit a request for approval each project to the Wisconsin Technical College System for Board approval.**

Motion carried.

District Purchases over \$50,000 Review III B 3

Mr. Thomas reported that the Wisconsin Administrative Code [TCS 6.05 (2) (h)] requires an annual review of purchases “...to determine if a more competitive procurement process should be used in succeeding years.” The review is to be based upon a report “containing transaction detail grouped by similar goods, supplies and services”.

Madison College Procurement has reviewed this detailed report for district purchases made in the 2017-18 fiscal year, and brings forward a review for the Board's acceptance.

For the year, the district had purchases in excess of \$50,000 from a total of 149 suppliers, totaling \$52,268,745.

Procurement will continue to lead efforts throughout the year to ensure compliance with purchasing policies and will emphasize the need for a competitive process to be used whenever feasible.

There was a motion by Mr. Guttenberg, seconded by Mr. Crombie to approve the District Purchases over \$50,000 Review for FY 2017-2018. Motion carried.

Capital Projects Borrowing III B 4

Resolution Authorizing The Issuance Of Not To Exceed \$5,600,000 General Obligation Promissory Notes, Series 2018-19C; And Setting The Sale Therefor III B 4 a

The approved FY2018-19 budget includes the capital projects budget and authorized the borrowing of \$28,000,000. The initial process to borrow for capital projects includes securing bond counsel opinion and obtaining a bond rating.

The resolution for consideration is the third authorization to begin this process and totals \$5,600,000, including \$1,250,000 for building remodel and improvement and \$4,350,000 for the cost of acquisition of movable equipment and technology. Once the borrowing is authorized, the resolution is published as public notice per Section 67.12(12)(e)5 of the Wisconsin Statutes. Bids are then received. A second resolution will be forthcoming to the Board meeting in November to award the sale of the bonds to the lowest bidder from the bidding process.

There was a motion by Mr. Halvorson, seconded by Ms. Mirilli, to adopt the Resolution Authorizing The Issuance Of Not To Exceed \$5,600,000 General Obligation Promissory Notes, Series 2018-19C; And Setting The Sale Therefor. Motion carried.

Consent Agenda III B 5

General fund financial report as of August 31, 2018 III B 5 a

Request for proposals/request for bids/sole sources III B 5 b

Supplier payments greater than or equal to \$2,500 and schedule of checks issued for the period August 16, 2018 through September 15, 2018
III B 3 c

Employment of personnel III B 5 d

Resignations and Separations III B 5 e

Retirements III B 5 i

There was a motion by Mr. Crombie, seconded by Ms. Mirilli, to approve Consent Agenda items III.B.5.a. through f. as submitted. Motion carried.

Adjournment V

There was a motion by Ms. Huntley-Cooper, seconded by Ms. Mirilli, to adjourn. Motion carried.

The meeting adjourned at 6:17 p.m.

Frances Huntley-Cooper, Secretary